

DEPARTMENT OF THE TREASURY
BUREAU OF THE PUBLIC DEBT

Vacancy Announcement Number: LD-03-BPD-01

Opening Date: March 26, 2003

Closing Date: April 23, 2003

Position: ATTORNEY-ADVISED (GENERAL)
GS-0905-11/13

Salary: \$46,689 - \$86,509 per year

Duty Location: 1 vacancy at PARKERSBURG, WV

Introduction: The Bureau of the Public Debt borrows the money needed to operate the Federal Government. It administers the public debt by issuing and servicing U.S. Treasury marketable, savings and special securities. BPD is a values-based organization that promotes a strong team environment where leadership, communication, and creativity are encouraged and fostered. The Office of Chief Counsel offers a singular opportunity to help shape a complex legal program crucial to the nation. The Office has staff in both Washington, D.C. and Parkersburg, WV. BPD is headquartered in Washington, D.C., but has the largest number of employees and operations in Parkersburg, West Virginia. Parkersburg, a vibrant community with a population of approximately 33,099 residents, is located on the Ohio River. Learn more about us at <http://www.publicdebt.treas.gov>

WHO MAY APPLY: Open to all qualified persons.

DUTIES AND RESPONSIBILITIES:

The incumbent renders legal advice pertaining to U.S. Treasury securities, including matters relating to electronic commerce and the marketing of such securities. The incumbent reviews correspondence; examines and analyzes Federal, State and foreign laws and regulations, wills, trust instruments, articles of incorporation, bonds of indemnity, tax conventions and court orders, particularly in relation to their effect on U.S. Treasury securities. In addition, the incumbent prepares or reviews drafts of regulations, notices, and publications; advises and represents the Bureau before the Equal Employment Opportunity Commission and U.S. Merit Systems Protection Board; performs legal research and prepares legal memoranda on matters requiring interpretation and application of statutes, regulations, court decisions, and Departmental precedents involving negotiable instruments, contracts, trusts, probate, taxation, securities regulation and administrative law.

QUALIFICATIONS REQUIRED:

Applicant must be a graduate from a full course of study in a School of Law accredited by the American Bar Association and be a member in good standing of the bar of a state, territory of the United States, the District of Columbia, or the Commonwealth of Puerto Rico.

Basis Of Rating: Candidates will be rated on the extent and quality of their background relevant to the above requirements.

PAY, BENEFITS, AND WORK SCHEDULE:

This position will be filled on a full-time permanent basis. Upon completing any required probationary period, the position will be permanent.

Full-time, Flextime or Alternate Work Schedules are available.

CONDITIONS OF EMPLOYMENT:

Selectee for this position will be subject to the necessary security investigation.

OTHER INFORMATION:

This position is in the excepted service. It is excluded from provisions of the career transition assistance program.

HOW TO APPLY:

Interested applicants should apply by submitting a resume or OF-612 (or its equivalent) by the closing date to:

Office of the Deputy Chief Counsel
Bureau of the Public Debt
Attention: Attorney Job Announcement, No. LD-03-BPD-01
200 Third Street
Parkersburg, WV 26106-1328.

Applications may be submitted by fax to (304) 480-8601.

APPLICATIONS MUST BE RECEIVED IN THE DEPUTY CHIEF COUNSEL'S OFFICE BY THE CLOSE OF BUSINESS ON APRIL 23, 2003. APPLICATIONS RECEIVED AFTER THAT TIME MAY NOT BE CONSIDERED.

Please Note: In accordance with 18 U.S.C. 1719 and 39 U.S.C. 3201, applications mailed in a Federal agency postage-paid envelope (penalty mail) will not be considered.

For additional information about this position please contact:

ED GRONSETH
304-480-8692

The Office of the General Counsel provides reasonable accommodations to applicants with disabilities on a case-by-case basis. If you need a reasonable accommodation for any part of the application and hiring process, please notify the point of contact listed on this vacancy announcement.

This vacancy announcement is issued in accordance with the provisions of General Counsel Directive No. 2 (Revised), Appointment and Promotion of Attorneys, dated September 1, 1986. Applicants will receive consideration regardless of race, creed, national origin, sex, marital status, age, or any other nonmerit reason.